MT PRIME

Project Scope

Below is the framework we have applied to determine which systems and business functions are within the scope of MT PRIME.

- **State Level**
  - ➲ We focused on business functions that are carried out primarily at the state level.

- **Across Multiple Agencies**
  - ➲ We visited approximately 30 state agencies in order to focus on business functions that are carried out accross several state departments.

- **Finance, HR and Asset Management**
  - ➲ We focused on business functions generally considered within Finance, Human Resources or Asset Management.

- **Exists Now**
  - ➲ We focused on business functions that are done at the state right now. We commented on business functions that may need to be considered for implementation at the state.

- **Important**
  - ➲ We included business functions of material importance regardless of its size or breadth.
  - ➲ Mission Critical
  - ➲ We included business functions that are mission critical or are supported by a system of critical importance.

The single greatest factor in determining whether a business function is in or out of scope was whether it fell within the boundaries of finance, human resources or asset management.

Scope of MT Prime System Strategy

MT PRIME

We understand that the Executive Branch of State Government carries out laws and policies and provides administrative support to the Judicial and Legislative Branches of Government.

Legislative Branch   Judicial Branch

Executive Branch
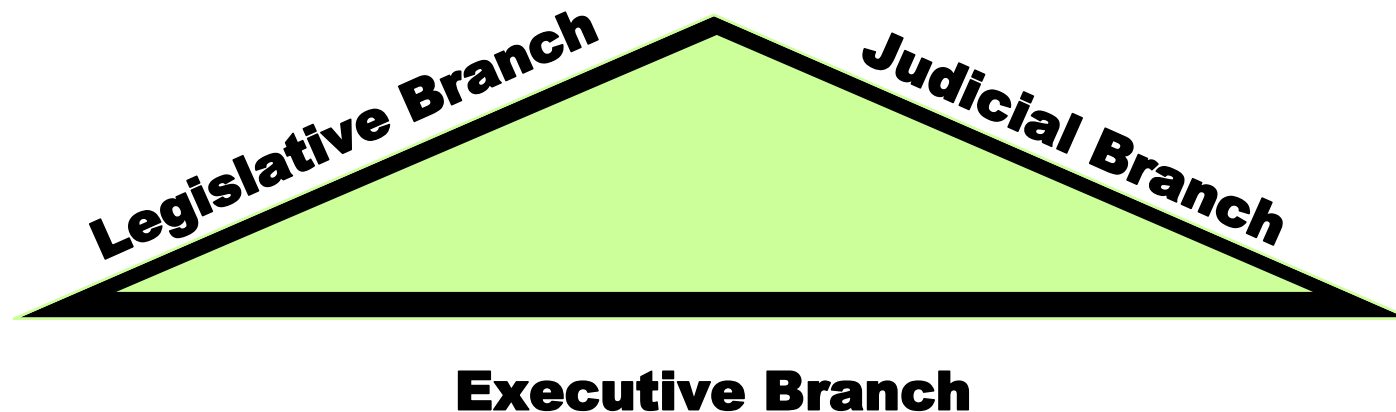
This premise is important for an information strategy because it establishes that the three branches of Government will share a unified information systems strategy for administrative systems renewal.
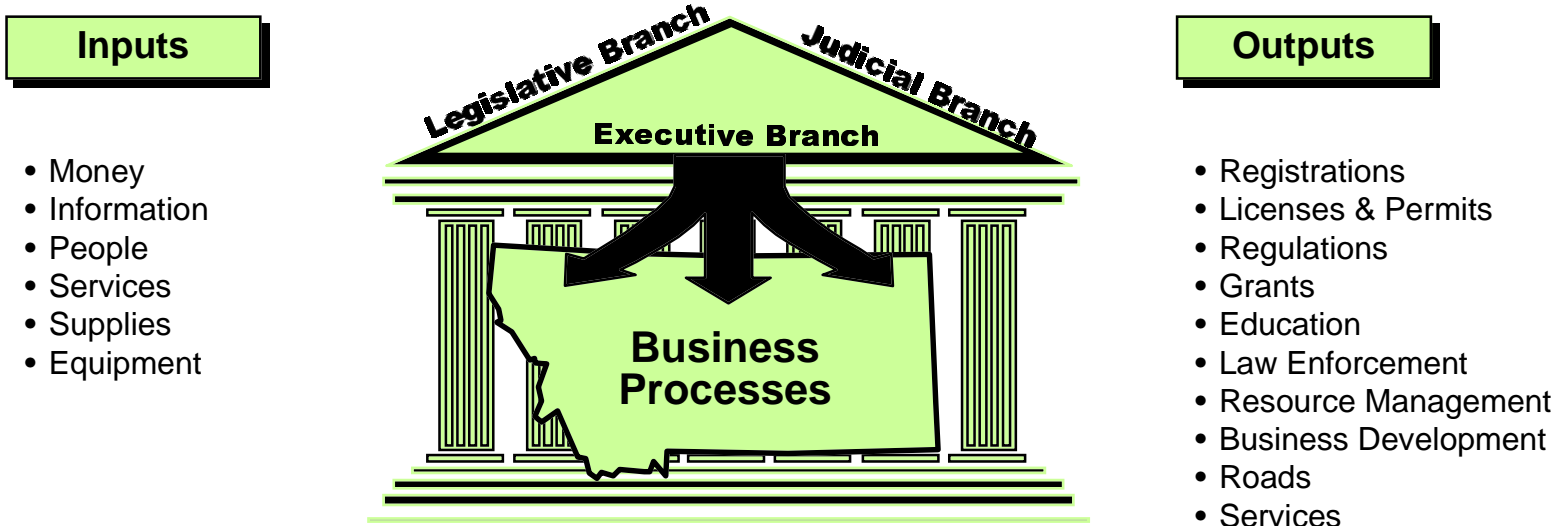
MT PRIME
The Business of Government

State Government could be considered a business with inputs and outputs, core competencies and administrative processes that support and enable business processes.

The State Government of Montana

Inputs

- Money
- Information
- People
- Services
- Supplies
- Equipment

Legislative Branch
Judicial Branch
Executive Branch

Business Processes

Outputs

- Registrations
- Licenses & Permits
- Regulations
- Grants
- Education
- Law Enforcement
- Resource Management
- Business Development
- Roads
- Services

Operational systems that support the business processes are outside the scope of MT Prime.

MT PRIME

Supporting the Business

The State also engages in processes that support the agencies' core competencies. These administrative processes are typically provided by the executive branch.

- **Financial Management**
  - ➲ Processes related to the management of financial assets
- **Personnel Management**
  - ➲ Processes related to the management of human resources
- **Information Management**
  - ➲ Processes that support systems design and development
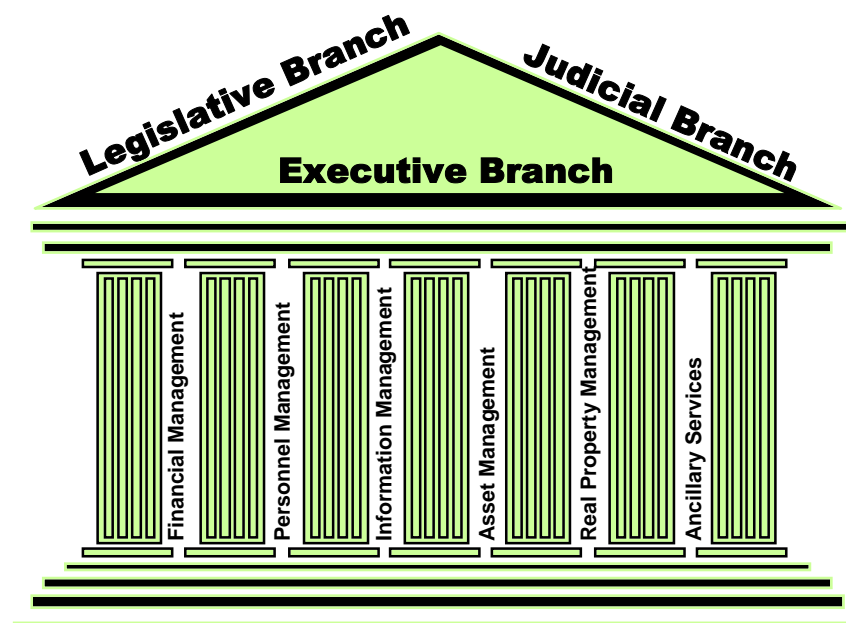- **Asset Management**
  - ➲ Processes that support the purchase and use of goods and services for government use
- **Real Property Management**
  - ➲ Processes related to the management of real estate assets
- **Ancillary Services**
  - ➲ Processes related to the provision of other services to government agencies

However, only some of these processes are within the scope of MT PRIME.

Systems and Processes in Scope

MT PRIME

The scope of MT PRIME is systems that support centralized, administrative State-wide processes. Processes within the scope of MT PRIME include:
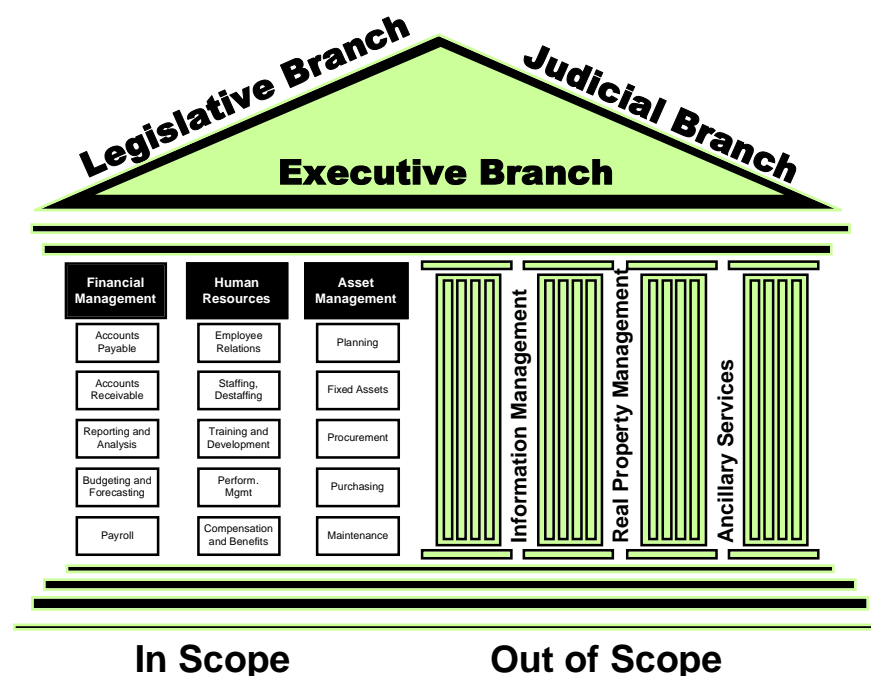
- **Financial Processes**
  - ➲ general accounting
  - ➲ accounts payable
  - ➲ accounts receivable
  - ➲ budgeting and forecasting
  - ➲ cost accounting
  - ➲ payroll and benefits
  - ➲ reporting and analysis
  - ➲ strategic planning and support
  - ➲ travel expenses

- **Human Resources Processes**
  - ➲ staffing/de-staffing
  - ➲ training and development
  - ➲ organization design and development
  - ➲ performance management
  - ➲ compensation and benefits
  - ➲ employee relations

- **Asset Management**
  - ➲ materials planning
  - ➲ fixed asset management
  - ➲ procurement
 - ➲ operations/maintenance

This review is limited to the processes listed here and the systems supporting them.

MT PRIME

Scope Conclusions

Based upon our application of the scoping principles, we determined the following areas to be within the scope of MT PRIME:

- Core Financial Management, Human Resource and Asset Management systems

- Interfaces between the agency operational systems and the core systems

- Interfaces between the university administrative systems and the core systems

Interfaces with University systems

Interfaces with operational systems

Financial Management Human Resources Asset Management
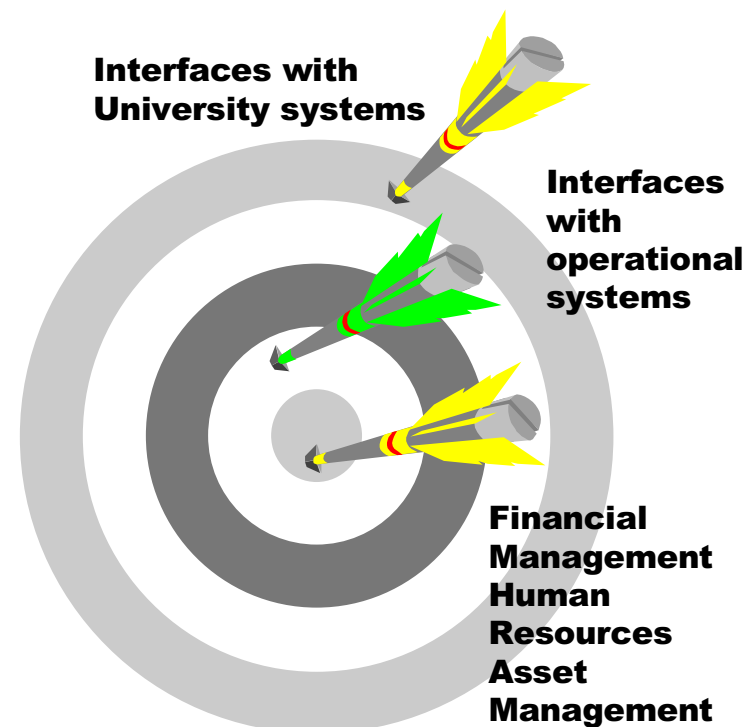
In the context of our review of the core systems and related interfaces, we also examined the processes that are supported by them.